



**SOLO AND SMALL FIRM SECTION OF THE STATE BAR OF CALIFORNIA
EXECUTIVE COMMITTEE CONFERENCE CALL**

**Saturday, January 24, 2004 @ 8:15AM - 12:00Noon
Suite 636, Loews Santa Monica Hotel**

1. Call to Order & Attendance Roll-Call
2. Approval of Minutes from January 7, 2004/Next Financial Report given in March
3. SEI - January 2004 - Loews, Santa Monica
 - a. Hospitality Suite – Update from Lisa Miller and coordinators
 - b. Internet Lounge - Zuma Room, 7th Floor
4. Committee Retreat: Spring 2004
 - a. Date: April 2-4, 2004
 - b. Location: **El Encanto Resort, Santa Barbara**
5. Solo Day - May 2004
 - a. Date: May 14-15, 2004 - **May 14 @ TBD LA@/
May 15 @ Ritz Carlton SF**
 - b. Sponsorship (Breakfast, Lunch, Networking Reception)
 - c. New online registration for this program
 - d. Deadline: Panel titles, descriptions and speakers due: March 1, 2004
 - e. I'm planning a save-the-date mailer for members of all sections
6. 2004 State Bar Annual Meeting
 - a. 2004 -- October 7-10, Monterey
 - c. Deadline: The deadline for program submissions will be late February 27
 - d. Select Annual Meeting Program Coordinator
7. Appointments to Executive Committee
 - a. February 2, 2004 - Applications to State Bar Appointments Office
 - b. April 26, 2004 - Committee to Submit Recommendations
 - c. Current Committee Members - Who's on/Who's off
8. Liaison to Council of State Bar Sections and Task Force
9. CEB Report: Mary Gerber
10. Committee Reports: Member Benefits; Legislation; Website; Leadership/Excom Recruitment; Ambusi Liaison; Big News (Advertising)
11. Other business